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2 July 1971

MEMORANDUM FOR: Director of Training

SUBJECT : Weekly Activities Report - Language School

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1. On Wednesday, 30 June, [] and I met with Support Service training officers to discuss language training, the language development program and language testing. The meeting was convened by [] initially to discuss the new language incentive program. We convinced George to expand the scope of the meeting in order to test a briefing we plan to use in the Clandestine Service. The training officers showed a good deal of interest in all of the subject matter, but mostly in the administration of the incentive program.

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2. Last week [] visited the Voice of America to see if VOA broadcasts programs other than the foreign language news broadcasts which we currently receive in the Language School. We hoped to use such materials with more advanced students, especially those who are interested primarily in listening comprehension. In a conversation with Mr. Pinney, Chief of Operations for VOA, and Mr. Neubeck, his assistant, we discovered that VOA produces mainly news broadcasts and short feature items. They broadcast dramatic shows only in Spanish. In other words, we are already getting virtually everything that they have. We inquired about the possibility of receiving on a regular basis the scripts used for the news broadcasts in order to offer our students the alternative of visual stimuli to supplement listening exercises. We had hoped to receive scripts at least in the main languages, but VOA was not optimistic about being able to supply them.

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3. [] attended the June meeting of the Interagency Romance Roundtable hosted by DLI. Discussion was focused on problems arising from the inadequacy of existing language tests. [] who presided, gave a detailed description of the program of studies in the DLI Romance Languages Department, followed by a display of course material -- including audio-visual aids -- and a tour of DLI/EC language facilities.

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GROUP 1
Excluded from automatic
downgrading and
declassification

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4. In September the Spanish section will begin using the latest text written for FSI by Dr. Clelland Harris [REDACTED]

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[REDACTED] The book, Programmatic Spanish, is a combination of programmed learning techniques and the conventional pattern drill approach to language study. In this integrated approach, grammar -- introduced by means of modules -- is purposely over-simplified in terms that students can comprehend easily. Therefore, the explanations of a professional linguist are not needed in the classroom; those of the teacher familiar with the text and its objectives suffice. At the Interagency Romance Roundtable, Dr. Harris offered to conduct an orientation for the purpose of text introduction, interpretation and analysis for those of our teachers who will be involved in our course. The orientation will take place at FSI on 13-14 July.

5. The Language School has obtained a set of sample test tapes which were developed at the Foreign Service Institute for training testers in French and Spanish. The Testing Branch will use these tests to find out if the Agency and FSI are using the same criteria for rating language proficiency. The Language School is planning to expand this type of exchange with FSI and other agencies in order to assure comparable testing standards.

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6. Since the Language School is closed to students this week, we have had an opportunity to conduct instructor training courses, which are often difficult to schedule when the faculty is fully occupied with teaching. [REDACTED] offered a workshop on taping techniques, which covered the following topics: criteria for evaluating language tapes, script-writing, tape labeling, tape splicing, editing, and recording studio techniques. Each of the 18 instructors in the course wrote a complete tapescript and worked with [REDACTED] in a tutorial recording session in the studio. Reaction to the workshop was highly favorable. A second workshop, on the video tape machine, was postponed until [REDACTED] returns from the hospital.

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7. In response to our request for back issues of German newspapers, [REDACTED] visited the Language School this week and brought a selection of papers with him. He brought them over personally so that he could take a look at our new quarters.

8. Personnel Notes:

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a. [REDACTED] Training Assistant in the Romance Languages Department, resigned last week to make final arrangements for her wedding on 10 July. Vicki will then accompany her husband to Dallas, where he is serving in the Air Force.

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b. [REDACTED] Deputy Chief/SEA/NE Language Department, was admitted to Arlington County Hospital at noon on 29 June for an apparent attack of appendicitis. She is undergoing tests to determine its seriousness and will probably be released on Saturday.

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c. [] husband of [] one of our Spanish instructors, was stricken with a mild heart attack. He will remain in the intensive care unit at Fairfax Hospital until 3 July, during which time we expect [] to be on leave from the School.

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d. Last week I interviewed several candidates for a job of temporary deputy in the Southeast Asia-Near East Department for the period when [] is absent in the CT program. [] a former CT, who has been studying linguistics at the University of Maryland for the past year was selected. He will join our staff in September after the Maryland summer session is over.

9. Language School Statistics:

Students and Classes as of the week of 21 - 25 June 1971:

Students

Full-time - 52
Part-time - 113 (32 BAHLT)
(42 Hqs.)
TOTAL.....165

Classes

Full-time - 29
Part-time - 41 (6 BAHLT)
(9 Hqs.)
TOTAL.....70

Laboratory hours for the week of 21 - 25 June 1971:

Language School - 109
Headquarters - 41

There were 55 proficiency tests given during the week of 21 - 25 June 1971.

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[]
Acting Chief, Language School

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